

PROJECT AGREEMENT
FOR
CONSOLIDATED ACQUISITION FOR TRADEMARK
SUPPORT SERVICES
ISSUED BY
THE UNITED STATES PATENT AND TRADEMARK OFFICE

SOLICITATION NUMBER
52-PAPT-7-00028

1. BACKGROUND & PURPOSE

The United States Patent and Trademark Office (PTO), Office of Trademarks, seeks to award a contract to acquire a variety of support services. This contract will provide the resources needed to replace the existing data entry, text editing, proofreading, mail room, fee processing and microfilming contracts currently held by several 8(a) contractors, as well as incorporate options for additional requirements or services.

In fulfilling this strategic planning objective, the PTO will be utilizing a new, streamlined acquisition process described in the document entitled **Department of Commerce (DOC) Acquisition Process Case for Change**, available at <http://www.conops.doc.gov>. In order to successfully implement this new acquisition process, the Government seeks the cooperation of the vendor community in an effort to conduct business fairly, in an atmosphere of integrity and openness. The PTO highly encourages the use of alternative dispute resolution procedures to settle any disagreement resulting from the use of this Project Agreement such as the Department of Commerce's new agency level protest procedures which are included in this Project Agreement by reference. (See Federal Acquisition Regulation (FAR) clause 33.103).

This Project Agreement will establish an agreement between the Project Team and the Deputy Assistant Commissioner for Trademarks to empower the Project Team to research and acquire the services necessary to allow the Office of Trademarks to provide high quality services to its customers. This Project Agreement outlines the Project Objective, Project Team duties, estimated budget, high-level milestones and associated ground rules.

To gain a better understanding of this new and innovative acquisition process, it is vital to understand where the Government has been and where the Government is going. The Government Performance and Results Act of 1993 (GPRA) was developed at a time when resources were limited and public demands for services were high. With the potential for adding greatly to Government performance, GPRA forces a shift in the focus of federal agencies away from the traditional concerns such as staffing and activity levels and toward a single overriding issue: results. GPRA forces agencies to define their mission, establish goals and determine how those goals will be met, establish performance measures, use the information gathered from those performance measures to make improvements, and report on their accomplishments. In keeping with GPRA, the Information Technology Management Reform Act of 1996 (ITMRA) was developed to require that agencies set goals, measure performance and report on progress in improving the efficiency and effectiveness of operations through the use of information technology.

Consistent with GPRA and ITMRA, any resulting contract(s) will contain performance-based measures emphasizing quality and customer satisfaction.

2. AUTHORITY

This Project Agreement is hereby authorized by the Deputy Assistant Commissioner for Trademarks of the PTO and is identified as a requirement of the Office of Trademarks. This organization is responsible for achieving the statutory tasks assigned to it under the Trademark Act of 1946.

3. PROJECT OBJECTIVE

The Project Objective is to deliver a contractor capable of providing high quality solutions to perform the duties associated with Trademark database services including data entry, text editing and proofreading of source materials provided, Trademark mail room services, data entry services for trademark fees and other fee activities and archival-quality microfilm services. Optional requirements may include proofreading of materials prior to publication, file maintenance, optical scanning of back files and trademark papers, quality control of optically-scanned materials, and optical character recognition (OCR) data capture. The optional requirements as stated above may or may not be exercised during the term of any resulting contract. It is anticipated that a contract will be awarded not later than the end of the current fiscal year, September 30, 1997.

The offerors have a unique opportunity under this Project Agreement. In a recent Presidential Executive Memorandum to the Heads of Executive Agencies to promote the Federal hiring of welfare recipients, the President stated that he has also urged businesses across the Nation to offer jobs to welfare recipients. In furtherance of this goal, PTO highly encourages offerors on this Project Agreement to propose the hiring of welfare recipients in meeting requirements of the Project Objective. Accordingly, an offerors' intent and proposal to hire welfare recipients to fulfill contract requirements will be a key discriminator during evaluation.

The following is a brief description of contractual responsibilities and deliverables desired by the PTO. Offerors are encouraged to respond to all of the following with innovative and creative approaches for the accomplishment of the work, including the use of welfare recipients as part of the offeror's workforce. Offerors who fail to respond to all of the requirements listed below will not be considered for further evaluation.

3.1 QUALITY CONTROL

The Office of Trademarks has as a part of its mission the responsibility of achieving and maintaining a high level of quality and customer satisfaction. The successful offeror will become a partner with the Government and work with the Government to achieve error-free deliverables.

A comprehensive Quality Control (QC) plan will be required that establishes production-oriented quality goals and tracks performance against stated customer service goals and results. The purpose of the QC plan will be to initiate and stimulate action. Emphasis will focus on error prevention rather than removal or correction. Since no single quality measurement will suffice,

creativity will be paramount. Each functional area as described in the Project Agreement must be addressed separately. The successful offeror and the Government will work together to choose quality indicators and ensure that all customer service standards and specifications are met. Furthermore, offerors are encouraged to submit innovative proposals that award superior performance and deter unsatisfactory performance.

The Government is also interested in the formulation of an independently-administered Quality Assurance (QA) plan, as a separate and distinct initiative from the QC plan. The QA plan should focus on the quality of the service provided and not on the steps or procedures taken to provide the product or service. This would include pre-planned inspections, investigation of complaints and random unscheduled inspections of the services. This QA plan would monitor and evaluate the contractor's performance by identifying tasks, items or criteria to be monitored, determining the measurement techniques to use, and providing for the collection, validation and evaluation of the data concerning the contractor's performance. Overall, the QA plan would address the monitoring of the contract cost, schedule, technical performance and quality.

3.2. ADMINISTRATIVE SERVICES

The Administrative Services portion of this Project Agreement consists of Trademark database services from the receipt and initial processing of trademark applications to the publication for opposition of trademarks in the Trademark Official Gazette (TMOG), publication of certificates of registration, and post registration activities associated with the maintenance of registered trademarks. The TMOG is a weekly publication, compiled by the Office of Trademarks and printed for distribution by the Government Printing Office. These services include, but are not limited to, data entry, text editing and proofreading of source materials, Trademark mail room services, data entry services for trademark fees and other fee activities and optional requirements for various other support services. Workflow volumes given below are anticipated to increase 10% annually.

3.2.1. MAIL ROOM OPERATIONS The mail room staff sorts and properly directs several thousand pieces of mail received daily. This mail consists of Trademark inter-office mail and mail received from and dispatched to the U. S. Postal Service and other commercial carriers. Improperly addressed mail will be researched for proper routing. In addition to traditional mail room functions, new applications and fee correspondences are fee coded and assembled in accordance with standard operating procedures for processing by the Trademark Fee Processing Office. Current mail volume is approximately 11,000 pieces per week.

3.2.2 FEE PROCESSING OPERATION The Trademark Fee Processing Operation is responsible for all fee-related transactions. Tasks include but are not limited to: processing fee payments and refunds; adding fee codes; responding to telephone inquiries; handling cash and equivalent monetary instruments; and other administrative tasks as required. Data is identified from source documents and accurately entered into automated systems. Daily reconciliation of financial data in preparation of supporting financial documentation is required. Full-time staffing

of a customer service window that supports various financial and administrative tasks is also required. Current volume of transactions entered is approximately 5,000 per week.

3.2.3. TRADEMARK DATABASE SERVICES TASK SUMMARIES

3.2.3.1. DATA ENTRY The entry of data from new trademark applications is performed on a first in first out (FIFO) basis using an on-site automated system provided by the Government, consisting of the New Application Data Entry System (NADES) which is a subsystem of the Trademark Reporting and Monitoring System (TRAM). Data is entered into specific fields as marked on customer applications or coded on work sheets by Government examiners and then uploaded to the mainframe. The contractor maintains files received in serial number order to ensure FIFO processing. Data quality is critical to the examination and registration processes and is a critical customer service issue. Data must be accurately entered, spaced, punctuated, formatted and placed in the correct data element fields. A maximum two-day turnaround is required from the time of receipt by the contractor to the time the contractor uploads the data. Current volume of new applications is 4,200 per week. Government standards are provided in the Trademark Data Entry Manual. These standards were extracted from the Patent and Trademark Office version of the Government Printing Office Style Manual, the Trademark Data Element Dictionary, the Trademark Weekly Text File Format, Trademark Manual of Examining Procedure (TMEP) and U. S. Postal Publication 28.

3.2.3.2. TEXT EDITING Text editing consists of updating the Trademark database by accessing the on-line text editing system. All files submitted for updates will have corrections, additions and deletions that have been marked up and coded by examiners on full-file printouts, original papers submitted by applicants or registrants and/or work sheets prepared by Government employees, as applicable. Data quality is critical to the examination and registration processes and is a critical customer service issue. Data must be accurately entered, spaced, punctuated, formatted, and entered into the correct data element fields. A maximum two-day turnaround is required from the time of receipt by the contractor to the time the contractor uploads the data. Edits may consist of correcting one letter to keying and formatting entire data fields in multiple records. Current volume of files is approximately 4,500 per week. Detailed text editing instructions are contained in the Data Entry Manual.

3.2.3.3. FINAL PROOFREADING OF FILES PRIOR TO SUBMISSION TO THE GOVERNMENT PRINTING OFFICE (GPO)

Proofreading files approved for publication consists of data verification and text editing of errors contained in Trademark databases detected prior to submission of electronic records to the Government Printing Office (GPO) for printing. The contractor must immediately process receipt and dispatch transactions in TRAM. In addition, the contractor must ensure FIFO processing. A full-file printout is checked against papers contained in the application file wrapper to ensure that spelling, spacing, punctuation, and formatting are correct and that data is not missing or entered into incorrect fields or

records. Data quality is critical to the registration process and is a critical customer service issue. Questions to resolve discrepancies between data in the application file wrapper and data shown on the full-file printout and in the TRAM data base are entered on the “Trademark Query Control Form” and directed to a Government monitor for resolution. A maximum five-day turnaround is required. Current volume of files is approximately 3,000 per week. Proofreading instructions are contained in the Data Entry Manual.

3.2.4. FINAL INSPECTION AND STYLISTIC REVIEW OF CAMERA READY COPY

3.2.4.1. The TMOG is published weekly and consists of approximately 600 pages per issue. Camera ready copy received from GPO shall be reviewed to ensure appropriate page layouts and to correct errors that may be identified by “sight proofing” without reference to original materials. This review will be done in accordance with the GPO Style Manual and published PTO guidance.

3.2.4.2. CERTIFICATES OF REGISTRATION Certificates of Registration are inspected to ensure clarity and resolution prior to issuance to registrants. Current volume is approximately 2,000 proofs per week.

NOTE: All manuals or materials referenced in the paragraphs above are available in the Trademark Search Library, South Tower Building, 2nd Floor, 2900 Crystal Drive, Arlington, VA 22202. The hours of operation are: Monday through Friday, 9:00 a.m. to 5:00 p.m. EST.

3.2.5 OPTIONAL REQUIREMENTS Optional file maintenance support responsibilities may include, but are not limited to, the matching and inserting of papers into files, using TRAM to assign and track files, and maintaining inventories and application file security.

3.3. MICROFILMING AND SCANNING SERVICES

3.3.1. ARCHIVAL-QUALITY MICROFILM Each new application received by the Trademark Office is required to be microfilmed using contractor-supplied silver halide archival-quality film. Equipment and facilities are provided by the Government. Filming of the application must be done on-site and is subject to production requirements. The contractor is responsible for developing film and inspecting for compliance with industry standards for density, resolution, quality control and damage caused by improper handling. Current volume of new applications microfilmed is approximately 4,200 per week.

3.3.2. OPTIONAL REQUIREMENT In the future, all incoming papers may be converted to electronic form using scanning (imaging) and optical character recognition (OCR) technology. Personnel will perform this data conversion, verify the quality of imaged documents after scanning and prior to uploading for archival storage and OCR capture, correct any problems

via rescanning (imaged documents) or correction by key entry (OCR). Paper copies not “readable” for OCR conversion (handwritten) will be key entered into the electronic system. The conversion to scanning will be implemented in modules, coinciding with the development and use of imaging/scanning technologies, OCR technologies and electronic file management capabilities.

3.4. FUTURE REQUIREMENTS Offerors are hereby advised that current Trademark processes and support systems are being re-engineered to support higher quality and substantially improved customer service. Therefore, it will be incumbent upon the offerors to demonstrate the ability to be flexible enough to quickly adjust processes, personnel skill levels, and management to adapt to process changes being implemented in Trademarks both now and in the future.

4. MEMBERS

Members of this Project Team consist of a Project Team Leader, who has overall authority and responsibility for the successful accomplishment of the Project Objective and fulfillment of the terms of this Project Agreement. The selection and assignment of other team members has been made on the basis of the PTO’s cross-functional needs and includes a warranted procurement official, as well as program and legal representatives.

5. EMPOWERMENT

This Project Agreement fully empowers the Project Team to meet the overall Project Objectives and authorizes the Project Team to take all steps necessary for the acquisition, including the development of an overall project strategy, an acquisition strategy, and selection of contractor(s), subject only to statutory requirements. No further authorizations are required. The Project Team will update the Deputy Assistant Commissioner for Trademarks on the progress in meeting Project Objective on a monthly basis and as major milestones are achieved. The Procurement Executive for the Department of Commerce has issued an Individual Deviation from the FAR for this project. A copy of this individual deviation is attached.

6. ESTIMATED BUDGET

The total estimated budget for meeting the Project Objective resulting from this Project Agreement is \$2.5 million over the first year. The Project Team prefers to make an award to a single firm. However, the Project Team reserves the right to make multiple awards. If multiple awards are made, the Project Team envisions one award for the Administrative Services requirement and one award for the Microfilming and Optical Scanning requirement as described in this Project Agreement.

7. MILESTONES

The PTO's goal is to have the services acquired and the new contract ready to support the Office of Trademarks by October 1, 1997. A Statement of Need (SON) containing further target milestones will be issued to those Offerors after the initial down-select whose approaches and estimated costs are considered to be both economically viable and technically capable of meeting the Project Objective in response to the Project Agreement.

8. TERM

The term of the project begins on the date of this document and concludes when the contract(s) has been awarded, the contractor(s) is/are in place, services required are being provided, and close-out functions are completed. The anticipated period of performance of this contract is a one year base period and four one-year option periods.

9. SCOPE

The Project Agreement will be available electronically on the Department's Concept of Operations (CONOPS) Home Page (<http://www.conops.doc.gov>) under PTO projects. Phase I (Steps 1 through 3) includes assessments of market capability, and selection of those approaches considered capable of meeting the Project Objective. In Phase II (Steps 4 through 6), the Project Team develops and issues a SON based upon the evaluation of the responses to the Project Agreement. The SON will be issued directly to those selected sources whose approaches and cost estimates are considered to be both economically viable and technically capable of meeting the Project Objective and who are down-selected pursuant to the evaluation criteria set forth below in Section 10. The Project Team may conduct oral discussions with, or request oral proposals from offerors in an effort to determine which offer constitutes the best value to the Government.

10. GROUND RULES FOR THE ACQUISITION/SELECTION PROCESS

This acquisition will generally be conducted according to the CONOPS as described in **Department of Commerce Acquisition Process Case for Change** except as specifically stated herein. The PTO is seeking, through this Project Agreement, varied concepts and innovative approaches on how to accomplish all requirements of the Project Objective. Any specific acquisitions arising hereunder will be set aside for 8(a) business concerns. The Standard Industrial Code (SIC) 7374 will be used. Additionally, it may be deemed appropriate to award a contract(s) at any time during the process described below.

The following steps will be used in the selection process:

PHASE I

STEP 1. PUBLISH PROJECT AGREEMENT

Availability of the Project Agreement on the Department's CONOPS Home Page (<http://www.conops.doc.gov>) will be announced in the CBD for a minimum of fifteen (15) days. This acquisition is conducted in accordance with the CONOPS and the FAR except for departmental deviations which have been granted.

STEP 2. INVITE AND RECEIVE OFFERORS' SUBMISSIONS

Offerors who wish to respond to the Government's needs as outlined in this Project Agreement will be requested to submit all documents as defined in Section 11 (Summary). Offerors will also be requested to submit statutory required Representations and Certifications for review by the Government, See Section 12.C.

STEP 3. REVIEW OFFERORS' SUBMISSIONS, IDENTIFY VIABLE APPROACHES, AND CONDUCT INITIAL DOWN-SELECTION

The purpose of this initial review is to identify viable approaches and determine a manageable number of offerors with the greatest opportunity for award. The evaluation elements which will be utilized for this step are:

- (1) Past Performance
- (2) Experience in Providing the Same or Similar Services
- (3) Quality Control and Quality Assurance
- (4) Resources Required
- (5) Viability, Innovation and Flexibility of Approaches
- (6) Estimated Cost

The first five elements are of approximate equal weight and together are significantly more important than cost.

At this point offerors rated unfavorably will be encouraged to voluntarily withdraw from the selection process. Offerors no longer considered for evaluation will be promptly notified and debriefed on the results of the evaluation as requested pursuant to statutory requirements. However, the offerors receiving a debriefing as a result of this process will be unable to continue to Phase II.

Offerors who fail to submit the requested information in the Project Agreement when first published (i.e. fail to submit the initial submission requested above) by the due date will not be considered for further evaluation. For the purposes of this stage of the solicitation

process, the FAR clauses that apply are available as a supplement to this document at <http://www.conops.doc.gov>.

The Government reserves the right to make a determination of award based on the evaluation of the initial submissions.

PHASE II

STEP 4. ISSUE STATEMENT OF NEED

After the initial down-selection, the Project Team will issue a SON to those offerors who remain under consideration. The SON will provide detailed requirements necessary to meet the Project Objective and instructions for further proposal submission.

STEP 5. RECEIVE PROPOSAL(S) BASED ON STATEMENT OF NEED

Those offerors remaining under consideration will be given the opportunity to submit a proposal in response to the SON.

STEP 6. MAKE “BEST VALUE” DETERMINATION AND FURTHER DOWN-SELECTION

In evaluating proposals submitted in response to both this Project Agreement and SON, the Project Team will use a “best value” evaluation to determine which offer is most advantageous to the Government. That is, the Project Team will select the solution that offers the best value to the Government, price and other factors considered. In making this selection, the Project Team is more interested in obtaining quality performance, superior technical capabilities and innovative approaches than in making and award at the lowest cost, using the evaluation criteria as set forth in Step 3. The Project Team will also identify risks, benefits and the likelihood of success associated with the winning proposal(s).

The Project Team may make a further down-selection based upon the evaluation criteria described in the paragraph above. Offerors no longer considered for further evaluation will be promptly notified and debriefed as to the results of the evaluation, as requested, pursuant to statutory requirements. However, offerors receiving a debriefing will be unable to continue to the next step.

11. SUMMARY

Offerors shall be responsible for accessing the web page (<http://www.conops.doc.gov>) for any changes to this Project Agreement. All changes will be posted at this location.

Offerors are required to submit the following in response to the Project Agreement (See Section 12 for Format of Offerors Responses to Project Agreement):

- A. Capability Statement
- B. Past Performance References
- C. Certifications and Representations
- D. Descriptions of Approaches
- E. Cost Estimate

12. FORMAT OF OFFEROR RESPONSES TO PROJECT AGREEMENT

A. CAPABILITY STATEMENT

The Capability Statement shall not exceed ten (10) pages total, inclusive of all offeror attachments. A one (1) page executive summary shall not be considered part of the total ten (10) page limit. The Capability Statement shall be comprised of the four sections identified below and shall apply to all companies proposed as part of any teaming arrangement. Extraneous material will not be considered for evaluation.

1. Experience in delivering similar services: This section shall demonstrate the offeror's experience and ability to provide skilled personnel and the ability to manage requirements which are the same of similar to those addressed in the Project Objective.
2. List of current or previous contracts: For contracts received after 1990, the offeror shall provide a point of contact, contract title, contract number, period of performance, dollar amount, and description of the work performed on Government and/or commercial contracts. This list should include as many entries as possible from the most relevant, the most recent, and the largest dollar awards. A single contract may be in more than one category.
3. Financial statements: The offeror shall provide financial statements for year end 1995 to present, certified by independent auditors in accordance with the generally accepted accounting principles and auditing standards.
4. Corporate history, resources and infrastructure.

B. PAST PERFORMANCE REFERENCES

Ten (10) Government and/or corporate references shall be submitted other than those identified in Section A. These references should have contact information naming those person(s) most responsible for the day-to-day contract operation and administration. Any information found to be unreliable may result in a negative rating to the offeror. If an

offeror is not able to provide ten (10) references, the offeror shall certify that the references provided are all of the references available as of the date of submission of the Capability Statement. False information provided concerning references or offeror certifications will result in the PTO not considering an offeror for award of any resulting contracts. The purpose of requesting ten (10) references (if available) is to provide the PTO with an adequate sampling of past performance information in the event references fail to provide needed information or are no longer available to provide the information. As stated, if an offeror cannot provide ten (10) references, a certification so stating is required.

C. CERTIFICATIONS AND REPRESENTATIONS

The Certifications and Representations provided at <http://www.conops.doc.gov> with this Project Agreement will be completed and submitted with the Capability Statement.

D. DESCRIPTION OF APPROACHES

The offeror shall provide a description, not to exceed fifteen (15) pages in length, of approaches capable of meeting the Project Objective. This description must include, at a minimum, the position title, skills involved at that position, and number of personnel proposed for each position. This approach should also include a plan that addresses varying workload levels. Offerors are advised that the concepts provided in response to this Project Agreement may be incorporated into the SON.

Offerors have a unique opportunity under this Project Agreement. In a recent Presidential Executive Memorandum to the Heads of Executive Agencies to promote the Federal hiring of welfare recipients, the President stated that he has also urged businesses across the Nation to offer jobs to welfare recipients. In furtherance of this goal, PTO highly encourages offerors on this Project Agreement to propose the hiring of welfare recipients in meeting requirements of the Project Objective. Accordingly, an offerors' intent and proposal to hire welfare recipients to fulfill contract requirements will be a key discriminator during evaluation of the viability, innovation and flexibility of approaches. Proposals should address the Offeror's program to effectively manage, hire, train and retain these individuals. Offerors are encouraged to propose the use of these individuals to the maximum extent possible. The offeror will not only be evaluated on their projected percentage of use welfare recipients, but also on their strategy for training and providing opportunity for growth and retention. Simply proposing the use of welfare recipients will not guarantee that an offeror will be selected to proceed in the acquisition process. Those offerors that do propose credible use of welfare recipients will be given additional consideration in the evaluation process.

E. COST ESTIMATE

The Project Team is seeking unique and innovative cost solutions associated with the offerors' technical approaches in meeting the Project Objective. The offerors shall demonstrate how their cost approach will provide the best overall value to the Government. Offerors shall provide a cost estimate for the approach or solution to meet the Project Objective along with the basis for the estimate. Offerors are requested to propose the type of contract associated with their technical approach. Offerors must fully and adequately explain their cost estimates and chosen cost solutions. The Government acknowledges that the inclusion of welfare recipients in their proposals may impact their total estimated cost. The Cost Estimate may not exceed three (3) pages. Cost Estimates, although not scored, will be evaluated for fairness, reasonableness and realism to determine the ultimate cost to the Government.

Ten (10) copies of the proposal shall be submitted in paper form and on a 3.5", High Density diskette, formatted for IBM compatible personal computers, in Microsoft Word 6.0 and formatted for 8 1/2" by 11" white, untextured paper, single spaced. Margins shall be one (1) inch on all sides. The type for all documents submitted (including charts and graphs) shall be black, shall not exceed twelve (12) characters per linear inch or be smaller than twelve (12) point, and shall not exceed six (6) lines per vertical inch. All documents shall be received no later than 2:00 p.m., local time, July 3, 1997, in the U. S. Patent and Trademark Office, Office of Procurement to the attention of Katherine Kudrewicz. All documents shall be delivered as a single package. Depending on the mode of delivery, offerors' responses should be addressed as follows:

U.S. Postal Service

U. S. Department of Commerce
Patent and Trademark Office
Office of Procurement
Box 6
Washington, DC 20231

Courier or Express Mail Service

U. S. Patent and Trademark Office
Office of Procurement
2011 Crystal Drive
Crystal Park One, Suite 810
Arlington, VA 22202

13. QUESTIONS AND RESPONSES

Questions pertaining to this Project Agreement are requested to be submitted electronically at <http://www.conops.doc.gov>. All questions and answers will be published and made available at <http://www.conops.doc.gov>. The identity of the author of the question will not be published. Questions shall be presented no later than fifteen (15) days prior to the above listed response date. Answers are anticipated to be published within seven (7) days from receipt.

14. INCUMBENT CONTRACTORS

1. Trademark Mailroom Operation, Contract No. 50-PAPT-5-00021, with, Vistronix, Inc., 8391 Old Courthouse Road, Suite 220, Vienna, VA, 22182.
2. Data Entry of Trademark Fees, Contract No. 50-PAPT-5-00025, with, Kathpal Technologies, Inc., 2230 Gallows Road, Suite 380, Dunn Loring, VA, 22027.
3. Trademark Database Services, Contract No. 50-PAPT-4-00017, Anstec, Inc., 1410 Spring Hill Road, McLean, VA, 22102.
4. Micrographic Services, Interagency Agreement with the Department of Justice/NCI Information Systems, Inc., 8260 Greensboro Drive, Suite 400, McLean, VA, 22102.